

Kiera Wheatley

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Professional Summary

Dedicated Computer Science student focused on applying advanced programming expertise, analytical thinking, and problem solving to a position in the computing industry.

Experience

Sales Associate

07/13 – 12/13

Dunham's Sports — Troy, MI and Lansing, MI

Duties: Answering phone, unpacking shipments, organizing shipments, folding clothing, organizing store, cleaning store, ringing up customers, assisting customers, providing information about products, reserving products for customers, managing returns, promoting company coupon rewards program, managing cash register and computer.

Hostess, Waitress

05/11 – 05/12

Athens Coney Island — Royal Oak, MI

Duties:

Hostess: Seating and assisting customers, assisting wait staff, answering phone, taking carryout orders.

Waitress: Taking orders, providing food to customers.

Shared responsibilities: Organizing, cleaning, restocking, providing customer service.

Education

Michigan State University

Current

Bachelors Degree: Computer Science

GPA: 3.1

Skills

Excellent logic and problem solving abilities, object-oriented software design, typing speed: 90 WPM, organizational skills, phone skills, experience with customer service, self-motivated, time management skills, works well individually or in a team

Operating systems: Windows, OSX, Linux, iOS

Languages: Python, C++ 11, C, UNIX, HTML5, CSS

Software: Git, Microsoft Word, Microsoft PowerPoint, Microsoft Excel, Microsoft Visual Studio, Visual Paradigm for UML, Doxygen, Terminal, Atom, VMware Fusion, Dropbox, Xcode